



## Wyoming Department of Education

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### MEMORANDUM NO. 2010-137

**TO:** School District Superintendents

**FROM:** Teri Wigert, Director  
Innovative Connections & Support Division *tlw*

**DATE:** August 20, 2010

**SUBJECT:** Change to Superintendents' Day 2010 Location

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### IMPORTANT: NOTICE OF CHANGE

Due to the Hilton Garden Inn not holding our reservation, we have had to move Superintendents' Day 2010 to the Ramada Plaza Riverside in Casper. We are requesting that all Superintendents' register for the Superintendents' Day conference and reserve your room at the Ramada by no later than September 3.

We have set up a reduced rate block of rooms, for the night of September 9<sup>th</sup>, for your use with your personal or district credit card. Please call 877-576-8636 and mention the Wyoming Department of Education room block. Any reservations completed after the deadline will be subject to the standard rates of the hotel. Any individuals who have already made reservations with the Hilton have the option of cancelling those reservations and making new reservations at the Ramada.

Please remember, conference registration via the following link will close September 3<sup>rd</sup>. Please be sure to register as soon as possible if you have not done so already.

<http://www.zoomerang.com/Survey/WEB22ANKQJL6YX>

For additional questions, please contact me at [twiger@educ.state.wy.us](mailto:twiger@educ.state.wy.us) or 307-777-7708 or Nicole Schroeder at [nschro@educ.state.wy.us](mailto:nschro@educ.state.wy.us) or 307-777-7624.